



Provider Access Policy

Author of Policy
Helen Jarwood

Careers Leader

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OUR MISSION

'I have come that they may have life and have it to the full' John 10:10

All Saints Academy ensures that every student is **well-educated**, prepared for the **future** and is able to **live life** to the full.

OUR VALUES

To achieve our mission, we have four core values:

- FAITH – putting Christian faith at the heart of every action and providing a safe environment and caring ethos for all
- FOUNDATIONS – creating strong foundations in learning, behaviour and success for all
- FAMILY – understanding the importance of family, the value of community and ensuring support for all
- FUTURES – preparing for bright futures shaped from excellent progress, achievement and choice for all

This policy and the associated procedures are based on these principles, aims and beliefs.

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1. Aims

This policy aims to set out our Academy's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer.

It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the **Education Act 1997**.

This policy shows how our Academy complies with these requirements.

3. Student entitlement

All students in years 8 to 11 at All Saints C of E Academy, Plymouth are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities, as part of our careers programme which provides information on the full range of education and training options available at each transition point
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

Providers should contact All Saints C of E Academy via reception or by using the appropriate details below. Email is the preferred mode of communication.

A provider wishing to request access should contact Peter Keegan, SLT Strategic Lead for Careers.

Telephone: 01752 705131

Email: pkeegan@asap.org.uk

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into the Academy to speak to students and/or their parents/carers:

	Autumn term	Spring term	Summer term
Year 8	Assembly and tutor group opportunities - employability skills	Key Stage 4 options evening with parents	
Year 9	Assembly and tutor group opportunities - employability skills		
Year 10	Assembly and tutor group opportunities - employability skills Year 10 parents evening	Work experience preparation sessions Work experience Careers Fayre	
Year 11	Assembly and tutor group opportunities - employability skills Assembly on opportunities at 16 Promoting Post-16 evenings CSW support	Apprenticeships – support with applications CSW support Year 11 parents evening Careers Fayre	

Please speak to our SLT strategic Lead for Careers to identify the most suitable opportunity for you.

4.3 Granting and refusing access

We endeavour to provide access to all students in every year group. Some events may be targeted at a specific cohort of students and access may be limited by the number of places available or the conduct of students representing All Saints C of E Academy. The staff leader will consult with the Head of House should such a concern arise.

4.4 Safeguarding

Our safeguarding/child protection policy outlines the Academy's procedure for checking the identity and suitability of visitors. The following details are expected to be adhered to by all our visitors:

- Be familiar with this safeguarding policy
- Be subject to Safer Recruitment processes and checks, whether they are new staff, supply staff, contractors, volunteers etc.
- Be alert to signs and indicators of possible abuse (see the Safeguarding policy for more details regarding current definitions and indicators)
- Record concerns and give the record to the Designated Safeguarding Lead, or the Headteacher
- Deal with a disclosure of abuse from a child in line with the guidance in Appendix Two of the Safeguarding policy - you must inform the Designated Safeguarding Lead immediately, and provide a written account as soon as possible.

Education and training providers will be expected to adhere to this policy.

4.5 Premises and facilities

- The Academy hall, breakout areas and classrooms will be available for use depending on size and need of the group. All venues have audio-visual capabilities
- Staff organising an event should consult the Academy calendar and speak directly to any staff who will be directly impacted by the event. A proposal should then be submitted to Peter Keegan, SLT Strategic Lead for Careers.
- Providers are welcome to leave prospectuses or other materials for follow up work or for students to take home.

5. Links to other policies

- Safeguarding policy (Sept 2019)
- Behaviour policy (May 2019)
- Careers guidance policy (Oct 2019)
- Curriculum policy (Feb 2019)

6. Monitoring arrangements

The Academy's arrangements for managing the access of education and training providers to students is monitored by Peter Keegan, SLT Strategic Lead for Careers.

This policy will be reviewed by Lee Sargeant, annually. At every review, the policy will be approved by the Governing Body.